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CONFIDENTIAL

16 January 1956

THRU : Comptroller
Chief, Finance Division
Chief, Monetary Branch

Agent Cashier Accountings

1. Each Agent Cashier Accounting, form 1034, submitted for the Director's signature is accompanied by a memorandum which lists in detail the various expenditures making up the total amount shown on the form 1034. Reference to previous memoranda will evidence the fact by reason of the highly classified names, geographic locations, and description of purchase activities in the aggregate represent a document which may very well be classified top secret.

2. In the interest of operational security, it is proposed that the detail in these memoranda be reduced thru listing individual contractual payments only in excess of \$10,000. To accomplish this, we would propose to include in the memoranda detail of contractual payments in excess of \$10,000. such as we have been doing, and in addition, show one total for the individual payments in the amounts less than \$10,000.00.

3. If this recommendation meets with your approval, it is requested that the DD/S propose this procedural change to the Director for his approval.

25X1A

CONCUR:

25X1A

Chief, Finance Division

APPROVED:

1/21/56
E. R. SAUNDERS
Comptroller

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*orig. 41 to Finance
11/27/56*

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